



**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 61ST AIR BASE GROUP (AFSPC)**  
**LOS ANGELES AIR FORCE BASE, CALIFORNIA**

24 February 2003

MEMORANDUM FOR PROSPECTIVE OFFERORS

FROM: 61 CONS/LGCC

ATTENTION: Ms. Lavern M. Wirrie  
2420 Vela Way, Suite 1467  
El Segundo, CA 90245--4659

SUBJECT: REQUEST FOR PROPOSALS FOR BASE CIVIL ENGINEERING  
SERVICES

1. Attached is Solicitation Number F04693-02-R-0004.
2. This acquisition is a 100% total Small Business Set-Aside.
3. Submission Of Offers: Complete details concerning proper submission of offers are contained in the Standard Form 33 (Solicitation, Offer, and Award).
4. Equal Opportunity: The affirmative action requirement of the equal opportunity clause may apply to any contract resulting from this solicitation.
5. Prohibition Of Segregated Facilities: Offerors and applicants are cautioned to note the "Prohibition of Segregated Facilities" clause in this solicitation. Offerors agree that a breach of this clause is in violation of FAR 52.222-26 Equal Opportunity.
6. Site Visit: A site visit for this project has been scheduled from 27 February through 7 March 2003. Site visit rules of engagement listed in Attachment 1 hereto.
7. Questions and Answers resulting from posting the Draft RFP and Industry Days II are included as Attachment 2 hereto. The following changes from answers provided in Attachment 2 are reflected in the attached RFP:
  - The Government has determined that three (3) Award Fee Evaluation Periods per year would be too complex to administer, and therefore the Award Fee Plan to be included in the contract resulting from this solicitation will include two (2) Award Fee Evaluation Periods per year.
  - There will not be a separate Section B Contract Line Item (CLIN) for start-up costs. Any such costs are to be included in the Base Year price.

8. This contract offers significant challenges to manage and integrate the changing physical base environment. Offeror are encouraged to pay particular attention to a brief synopsis of expected changes, found in Section J, Attachment D, Annex 1, Appendix 3 – READ ME.

9. For more information, please see "Instructions and Notices to Offerors" in Section L.

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LAVERN M. WIRRIE  
Contracting Officer

ATTACHMENTS: Attachment 1 - Site Visit - Rules of Engagement  
Attachment 2 - Questions and Answers from Industry Days II Sessions  
and Draft RFP Responses

## ATTACHMENT 1

### **SITE VISIT - RULES OF ENGAGEMENT LAAFB BASE CIVIL ENGINEERING SERVICES RFP F04693-02-R-0004**

- Interested bidders may schedule individual site visits in advance for a total of no more than six (6) people. Bidders will be expected to provide their own transportation.
- Each bidder may schedule one (1) half-day morning or afternoon site visit at the Los Angeles Air Force Base El Segundo facility, and one (1) half-day morning or afternoon site visit at the Los Angeles Air Force Base San Pedro Military Family Housing (MFH) facility.
- Site Visits may be scheduled in half-day segments each for the El Segundo and San Pedro facilities beginning Thursday - February 27th and continuing through Friday – March 7th, 2003.
- Hours for the Site Visits Are:
  - 8:00 a.m. to 11:00 a.m.
  - 1:00 p.m. to 4:00 p.m.
  - (11:00 a.m. to 1:00 p.m. - Lunch and Travel to the Lawndale Site.)Suggest you also indicate travel to Ft Mac/LAAFB if morning visit occurred.
- The proposed half-day El Segundo facility site visits will encompass tours of Buildings 105, 120, and 130, which are representative of Area A facilities; and tours of Buildings 219, 229, the Child Care Center, Base Exchange, Fitness Center and Warehouse in Area B.
- The proposed half-day San Pedro facility site visits will include tours of a historical house, swimming pool, dorm and BOQ, Building 425 encompassing the Youth Center and Shoppette, the Housing Office, Child Care Center, and the Chapel Building as well as all three (3) Military Family Housing units - Fort MacArthur, Pacific Crest, and Pacific Heights. Suggest: The proposed half-day San Pedro facility site visits will include: Family housing – one historical quarters and one set of quarters at Fort MacArthur, Pacific Crest and Pacific Heights, as available; one dormitory facility and one visiting officer facility; the Community Center, Chapel, Child Care Center and Youth Center/Shoppette (Bldg 425).
- Contractors are advised to read the final RFP carefully in advance of making a reservation for a site visit to ensure that they will be viewing the items of greatest interest to them in preparing their price proposals.
- If contractors have any items of particular interest they wish to visit or if they wish to alter the proposed tours, they are requested to provide details in advance to the Government. Contractors may not extend site visits beyond the allotted times indicated above.
- Requests to schedule Site Visits may be made by contacting either Joe Groth, Contract Specialist, at (310) 363-6230, or via e-mail at joseph.groth@losangeles.af.mil, or 1Lt Jesse Walker at (310) 363-3205 or via e-mail at jesse.walker@losangeles.af.mil.

## ATTACHMENT 2

### QUESTIONS AND ANSWERS FROM INDUSTRY DAYS II SESSIONS AND DRAFT RFP RESPONSES

Listed below are the questions received relative to the Draft RFP and the Government responses grouped by subject matter

#### Government Roles

What are the Government roles under the CE Services contract solicitation?

*Response: a. Contracting: Mr. Dennis Hass, 61 CONS management representative; Ms. Lavern Wirrie, PCO; Mr. Joe Groth, Contract Administrator.*

*b. Civil Engineering (CE): LtCol William Kitch, Base Civil Engineer (BCE); MSgt Kelvin Smalls, Chief Quality Assurance; 1Lt Pete Dahlberg, CEX Functional Area Staff.*

#### Site Visits

Will Site Visits be permitted?

*Response: See attached Site Visit Rules of Engagement.*

#### Transition

How will transition be handled contractually?

*Response: A CLIN will be established for transition purposes. The dollar amount in the Transition CLIN will NOT be evaluated as part of the price for competitive comparison purposes. The CLIN will only be evaluated for reasonableness.*

Will the government provide a facility for the contractor transition team to use during the transition period?

*Response: Yes.*

How long is the transition period?

*Response: The duration of the transition is up to the contractor. It can be from one (1) to 60 days long.*

#### Technical Proposal specifics

What will the page limit be for Technical Proposals?

*Response: 50 Pages. The quality control plan will not be included as part of 50 page limit*

Will there be a requirement for Oral Presentations?

*Response: No*

Is the government going to suggest a head count?

*Response: No*

At the meeting [Industry Days II], it was stated that a “workgroup manager” was to reside on base. A listing of contractor personnel and their required level of clearance that the Government expects to maintain an office on base would be helpful in assuring the contractor meets the Government’s needs.

*RESPONSE: The government does not wish to specify the type of staffing required. It is up to the individual bidders to propose the type of staffing they require to perform the required work.*

Will the contractor have any involvement in Homeland Security?

*Response: Only as required by the Statement of Work (SOW). Currently, there are no specific Homeland Security requirements*

### **Statement of Work specifics**

Ref SOW, Section 1.2, 1.3;

The RFP states that the “purpose of . . . maintenance is to . . . reduce life cycle cost of ownership by implementing the Maintenance Master Plan”. The remainder of the text only specifies what could be called “breakdown maintenance”. At the meeting of December 10, 2002, it was stated that the philosophy of this contract would differ from the incumbent in that this one would stress life cycle cost reduction and improvement of LAAFB facilities and equipment. That does not come through in the RFP as it is now written

*Response: SOW section 1.2.2 has been rewritten to describe Plan Content.*

Reference SOW 1.2.2. It is not exactly clear what the Maintenance Master Plan should include or how it should be structured.

*Response: Paragraph 1.2.2 has been rewritten to describe Plan Content.*

Page G-3 para 1.2.2.2 Is there a predictive, preventative maintenance program (PPM) currently in use? Will it be furnished to the contractor at contract start? What software is currently being used?

*Response: Yes, there is a current PPM program. The current PPM schedule will be included in the final RFP as workload data. The CMMS software will be iNNOVIS.*

Will the Caver-Moorehead i NNOVIS CMMS software be furnished to the successful offeror?

*Response: Yes.*

Will the government furnish handheld units to capture historical data on work orders?

*Response: No.*

Will software be in place and running at contract start date?

*Response: Yes.*

Reference SOW 1.3.2.2.8

To reasonably estimate the costs of asbestos abatement, quantities must be specified. In addition, the workload data provided for asbestos work in the environmental file is confusing at best.

The asbestos surveys referenced in the workload data should be accomplished at the base level for the base as a whole. Abatement projects should be developed from the asbestos inventory. We are surprised that a current asbestos inventory does not exist and that priority abatement projects are not underway.

*Response: SOW paragraphs 1.3.2.2.7 and 1.3.2.2.8 for Asbestos Abatement and Lead-Based Paint Abatement has been rewritten. The CE Services contractor is responsible for abatement limited to a "bag job" which is defined in Attachment F. Any abatement in excess of a bag job will be accomplished on a task order under this contract or contracted by the Government using another contract instrument. The workload data to be provided with the final RFP release indicates amounts of asbestos and lead-based paint disposed of under the current contract.*

The workload data seems to require the contractor to collect air samples and bulk samples for laboratory analysis. How many samples are required annually and who pays for the laboratory work? Is this reimbursable or part of the firm fixed price? The same questions apply to lead samples described in the workload data.

*Response: SOW paragraphs 1.9.4.8 and 1.9.4.9. There is an existing IDIQ contract for collection of samples and lab analysis. That contract or a similar mechanism will be available for the duration of the CE Services contract.*

. Reference SOW 1.3.1.1.4. Where can we find a detailed description of Roof Condition Index 7? Please clarify.

*Response: This is a commercial standard. More information available in the AFCESA roofing field guide (<http://www.afcesa.af.mil/>)*

Reference SOW 1.3.2.1.1.

Where can we find a detailed description of Pavement Condition Index 70? Please clarify.

*Response: This is a commercial standard. More information available in Unified Facilities Criteria (UFC) Series 3-260 Manuals and 3-270 Handbooks for maintenance and repair of pavements (see <http://www.pcase.com/ufc.htm>)*

Reference SOW 1.3.2.2.

The statements in paragraph 1.3.2 seem to indicate that the contractor's responsibilities include the complete exterior distribution system, i.e., lines, transformers, vaults, lighting, lightning protection, meters, etc. However, paragraph 1.3.2.2 implies that the scope of work is temporary electrical systems such as Christmas tree lighting, special events, and temporary facility hookups only. This apparent conflict should be clarified.

*Response: SOW Para 1.3.2 generally describes infrastructure systems which must be maintained. Para 1.3.2.1 sets the performance standard in performance-based terms. Items included under Para 1.3.2.2 provide additive special information/requirements for clarity. The items in Paras 1.3.2.2.1 thru 1.3.2.2.9 do NOT limit the requirements in Para 1.3.2.2, they expand the requirements.*

Please clarify that **all** maintenance and repair work, regardless of scope, is included in the FFP work and is documented by Work Orders (draft RFP 1.4.6). The referenced paragraph can be read to require government approval for each and every call regarding a perceived need for Corrective Maintenance; is that in fact your intent? Additionally, STOs and LTOs read as limited to work for modifications, improvements, and new construction, i.e. no maintenance or repair work; please confirm/clarify.

*RESPONSE: SOW section 1.4 has been re-written for clarity.*

Reference SOW 1.4.7.2 and 1.4.7.3.

It is unclear where corrective maintenance work ends and STO work begins. For example, we can envision corrective maintenance work involving the replacement of major components at costs of \$5,000-\$10,000. Is work of this magnitude considered corrective maintenance?

*Response: Both SOW paragraphs 1.4.7.2 and 1.4.7.3 have been rewritten to distinguish between corrective maintenance and task order work.*

In addition, there may be some corrective maintenance work that is more cost effective to the government for the contractor to subcontract the work to a local specialized firm. Examples are, routine perimeter fence repairs when the fence is breached by vehicle accident, specialized door (roll-up, rotating, oscillating) repairs, switch gear maintenance and repairs, DDC controllers, fire protection systems, and the maintenance or repair of systems or equipment controlled by software that is proprietary to the manufacturer. Are such costs reimbursable or are they a part of the firm fixed price. How are subcontractors treated under the CM versus STO procedures?

*Response: SOW Para 1.4.7 defines preventive maintenance, corrective maintenance and small and large task orders. The contractor is responsible for bidding all preventive and corrective maintenance in their base bid. The Government will reimburse for materials and special purpose equipment necessary to perform the base effort on a CLIN separate from the fixed priced work. Both small and large task orders will be priced separate from the base effort as described in Para 1.4.7.3.*

Reference SOW 1.4.7.2.1 and 1.4.7.2.2.

Emergency work must be responded to within 1 hour (or 2 hours after normal duty hours) and routine work must be completed within 30 days. These appear to be the only two priorities established under the contract. Is this interpretation correct?

*Response: Yes*

Reference SOW 1.4.7.3.

How many STOs and LTOs are performed annually? What is the average size in terms of labor hours or dollars or both?

*Response: The Government has no data for STOs or LTOs. The CE Services contractor will get all STO work. The solicitation will include an annual "plug" number for STOs in the RFP, but that amount will not be included in the "evaluated" price during the source selection process. LTOs will be handled on a case-by-case basis and the costs proposed and negotiated separately for each.*

In our experience, a design can be anything from a sketch to a full set of J size drawings. If there is any additional information that the Air Force can provide that would clarify the staff levels and skill mix for the design function, it would be greatly appreciated. As it stands now, with the

workload provided, anywhere from 2 to 10 people may be appropriate. This requirement is very difficult to estimate based on the limited data. Moreover, we are not sure that it is even possible to describe the requirement for this function in performance terms. It may to your advantage to simply specify the heads and the skills that are needed, i.e., 1 CE/PE, 1 ME, 1 EE, etc.

*Response: See SOW 1.4.7.3. We expect the Prime Contractor to have a limited capability relative to design and technical specifications of projects.*

Reference: Section B Supplies or Services and Prices, Item Numbers 0005 and 0006; SOW paragraphs 1.4.7.3 and 1.4.7.4 Small/Large Task Orders; Special Contract We SOW, Section 1.7, Housing Management

We understand that housing rotation occurs every three years on average. What percentage of the homes vacate each year? What is the minimum maintenance required for each turnover?

*Response: See section 1.7.2.1 Vacancy information is available from workload summaries (see Section J).*

Provision H-1. Is it the government's intent to provide a not to exceed (NTE) number for these Item Numbers? If the government will not provide a NTE, what is the basis of estimate the contractor is to use to arrive at a cost?

*Response: The government will provide an estimated dollar amount.*

Section B Supplies or Services and Prices, all Contract Line Item Numbers (CLIN) associated with Material, Overtime and Travel. Will the government provide not to exceed (NTE) amounts for these CLIN(s)?

*Response: Yes, the government will provide a Not To Exceed (NTE) dollar amount.*

Ref SOW, Section 1.4.9, Self-Help Shop

Please define the limits of "the work".

*Response: Self-Help brochure will be included in bidder's library*

Reference SOW 1.5.3.1.

The referenced paragraph states that the contractor is responsible for, among other things, 100% of project designs for requirements under \$25,000 and 35% of designs for all other-than-MILCON projects. The workload data for the referenced paragraph indicates that for FY 01 the RPMC (Real Property Maintenance Contract (we assume)) performed 60 designs for a total value of \$6.5 M and 20 Family Housing designs for a total value of \$2M. Is this interpretation correct?

*Response: No. The government will provide information for how many projects were accomplished under 25k and over 25k for FY01, FY02 within the workload summary*

Are the number of design projects related to the quantities of STOs and LTOs performed by the contractor for the period?

*Response: There is no direct relationship as the current contract doesn't have STOs and LTOs. The CE Services contractor will be responsible for 100% designs for all STOs and all LTOs that the CE Services contractor performs.*

Of the 80 or so designs for FY 01 and 110 designs for FY 02, how many did the contractor complete?

*Response: The current contract and the new contract are very different. The current contractor does more 35% designs than 100% designs because the resulting projects are not performed by the current contractor, but are contracted to other contractors who complete the balance of the design effort.*

Reference SOW 1.5.4 through 1.5.4.3.

What is the expected workload for this activity? For example, the design workload is unclear with respect to the quantity of designs that were performed by outside A&E firms. However, for FY 01 and 02 there were 80 to 116 construction programs. Was spec development, RFP development, proposal evaluation and contract administration (negotiations, modifications, cost estimates, etc.) a contractor responsibility for all of the design and construction program projects? On the workload matrix, does a “project” equate to a “contract”? If not, how many contracts are we talking about?

*Response: Section 1.5.4 has been re-written for clarity. A project does equate to a contract.*

Who provides updates to the GIS Geophysical System referred to in Statement of Work (SOW) paragraph 1.6.1.1?

*Response: The government via a Task Order.*

Reference SOW 1.6.1.2.

Is AutoCAD furnished by the government?

*Response: Yes*

Reference SOW 1.6.1.3.

Is the ACES the same system as the CMMS identified in paragraph 1.6.1.4?

*Response: No. ACES is Air Force civil engineering software for CE information technology systems. It includes, but is not limited to, project management, housing management, and environmental management and fire protection. iNOVVIS will be part of the ACES and replace certain modules.*

Reference SOW 1.6.2.2. Please define “Transfer of Accountability Certificate”.

*Response: See DoD Form 1354. This form is used to transfer accountability of property from the contractor to the Government at the completion of a construction project.*

Reference SOW 1.7.1.

According to the workload data, the occupancy rates for family housing and the dorms have rarely, if ever, been achieved during the last three years. Please clarify why.

*Response: In this CE Services contract, the contractor will be measured on the availability rate of housing units (see SDS 2.9). As the contractor does not control the “occupancy” rate, it will not be measured under the SDS. However, the contractor can*

*influence the “occupancy” rate and will be incentivized to maximize the occupancy rate to earn award fee.*

Reference SOW 1.8.2, 1.8.2.1, 1.8.2.2 and 1.8.2.4.

Inasmuch as it is largely impossible to accurately predict emergency and disaster response requirements, how does the contractor recover emergency operations costs?

*Response: Data is available in workload summaries to enable offerors to predict and propose emergency support to meet response times set forth in the SOW. The “Materials” cost reimbursement CLIN will also be used to reimburse approved unplanned overtime hours if needed in excess of proposed hours. In addition, if necessary, a contract equitable adjustment could be negotiated.*

Reference SOW 1.8.3 and 1.8.3.1.

Please provide workload data on the specific training requirements (classes, subject matter, personnel to be trained, etc.) and frequency of training.

*Response: This will be included within the workload data*

**Reference:** Security

What are the security clearance requirements for this program? What level of Corporate Facility Clearance is required? Will all employees working on the contract require a background check? Are all employees required to be US citizens? Will the security requirements change based on the Homeland Security requirements?

*Response: SOW section 1.8.2.1 requires the emergency response manager or alternates to possess SECRET clearance. Facility clearances are not required. Background checks are the responsibility of the contractor. Employees are required to be US citizens or in possession of a valid “Green Card.” Homeland Security requirements will be satisfied through the above requirements.*

**Reference:** Appendix G-20, paragraph 1.8.3, Mobility Training.

Will the government provide initial training for the individual designated for this position?

*Response: No. The government will not provide such training. That is the responsibility of the contractor (to fill with a certified trainer and assure maintained proficiency)/*

Reference 1.9.4.6.

Is removal and disposal of hazardous and non-hazardous (controlled) waste reimbursable some how? If not, precise estimates of quantities should be provided so that reasonable estimates can be made.

*Response: Hazardous Waste disposal has been moved to STO work*

Reference 1.9.4.6. The workload data indicates that there are 8 initial accumulation points for hazardous materials. Where is the satellite accumulation point?

*Response: Satellite accumulation point is synonymous with initial accumulation point. Beyond the 8 initial accumulation points, there are 5 accumulation sites located at building 239, 130, 78, 235 (above ground storage tank) and 215 (above ground storage tank)*

Reference 1.9.4.6. Are hazardous waste disposal permits reimbursable?

*Response: The gov'n't pays for all environmental permits. It would be easier to coordinate paying permits if they were included as part of the contract.*

Reference 1.9.4.10. Are there any PCB contaminated items on the base?

*Response: Light ballasts, small capacitors and small transformers on base may be defined as PCB items, which include any PCB article, PCB article container, PCB container, or PCB equipment that deliberately or unintentionally contains, or has as a part of it, any PCBs. PCB Contaminated Electrical Equipment includes any electrical equipment including transformers, capacitors, circuit breakers, reclosers, voltage regulators, switches, etc whose dielectric fluid contains 50 ppm, but less than 500 ppm PCBs. Levels at or above 500 ppm are not considered contaminated but PCB-containing. There are no PCB containing and no PCB contaminated electrical items on base.*

Reference 1.11.6.2. Are soil tests reimbursable?

*Response: Soil tests are generally included in projects.*

Reference 1.12.1.

With respect to pest control, it is unclear whether the government desires these services on a scheduled basis (monthly inspections and treatment, for example) for each facility (excluding family housing) or whether it is performed on a service call basis. Termite treatment services are unique, costly and should be treated as an exception.

*Response: Para 1.12.1 has been revised. The contractor will determine frequency of pest control to meet SOW objectives and standards. Note: SOW Para 1.4.7.3 – full house or full-facility termite treatment will be done on a task order.*

**Reference:** Appendix G-24, paragraph 1.9.4.8 Asbestos and 1.9.4.9 Lead-Based Paint.

Is a current inventory available of facilities identified as containing asbestos and/or lead-based paint?

*Response: The government will provide the successful offeror with a facility inventory of discovered asbestos and LBP, to include Family Housing.*

Does the contractor pay for Military Family Housing (MFH) entry when there is a lost key?

*Response: Housing lockout is an emergency and will be treated as such.*

Are IT personnel required to be resident on-site?

*Response: Only to support the Civil Engineering (CE) IT system. See SOW section 1.12.2.2*

Reference Service Delivery Summary. Some of the Performance Threshold requirements specified in the summary may not be obtainable by the contractor due to circumstances that are not within the contractor's control.

*Response: The Performance Thresholds for various Service Delivery Summary items have been revised.*

Will the BCE be a government or contractor position?

*Response: This is a government position.*

Reference Quality System. Suggest requiring ISO 9000:2000 certification versus compliance as it is the only way to get annual third party independent audits of the contractor quality management system. It also injects another set of value added suggestions for improvement by the auditors who review a broad spectrum of firms every year both in our industry and outside it. The total program (5 year) cost should be \$50k or less and is worth the extra money for the value.

*Response: ISO-9000 certification is not required. The technical proposal will be evaluated for acceptability and will look at quality control. There will be questions relating to quality control that will be asked of present and former customers under past performance.*

Recommend clearly stating if you want the two required Service Call/Work Reception locations actually manned (i.e. onsite warm, trained body) 24/7. (Does the Govt require a contractor employee on the phone, in the office 24/7?)

*RESPONSE: The contractor will decide proper staffing to meet SOW/SDS.*

Is tree trimming included in the contract?

*Response: Yes*

Will the contract include High Voltages?

*Response: Yes*

Is the government considering utilities privatization?

*Response: No*

### **Sections L&M Specifics**

Recommend considering the level of detail seemingly required by the draft RFP section L to better match the proposal requirements to the page limit.

The Past Performance section will be critical in the Price-Performance tradeoff. The initial draft documents you have provided set a very high threshold for maximum score. Recommend backing down to lower levels, i.e. \$5 mill/year contract(s) and “related” versus direct matching functional experience. Also, recommend Section M include narrative on how the government will determine and evaluate the quality of proposers prior contract successes.

*RESPONSE: The past performance relevancy tables have been revised. The final RFP will have complete instructions to offerors and evaluation criteria for past performance.*

Reference Sections L, Sub-Factor 1 Information Technology Management and Decision Data. The instructions require the contractor to discuss the process for determining what data to collect and the method of collection, storage and retrieval. Processes to ensure the data is current, accurate and complete must also be described. “Data” is a very broad term in the context of this solicitation. It would be very helpful if the government could be more specific. Are we talking about work load data, housing data, maintenance data, supply and material data, construction data, or some other data. Moreover, the type, quantity and frequency of data collection is largely defined by the systems (mostly government-furnished) that are used in contract performance. Examples are GIS database, ACES, CMMS, etc.

The point here is that we are not sure how to respond to this sub-factor beyond providing a description of the operating systems themselves and their use under the contract.

*Response: Subfactor 1 proposal instructions and evaluation criteria have been revised somewhat. SOW Section 1.6 describes the objectives and requirements for information technology management and decision data. Section 1.6 should be used to guide your response to Section L instructions, considering the criteria of Section M which will be used to assess your response.*

Reference Sections L and M.

a) Will the lowest cost technically acceptable offeror be awarded the contract? Please clarify.

b) If not, please explain how the tradeoff between the performance confidence assessment and price will be accomplished?

c) How will the past performance tradeoff interact with the performance confidence tradeoff? Which is more important, performance confidence or past performance?

*Response: Section M has been revised and will again be revised before release of the final RFP. The areas of past performance and price/cost will be completely revised. This source selection will utilize Performance Price Tradeoff (PPT) with a technical acceptability assessment as the method to select the best value offer.*

*Proposal risk will be evaluated as part of the technical acceptability assessment. The evaluation criteria for Mission Capability are written in a manner that captures proposal risk. Therefore, proposal risk will not have a separate Factor or Subfactor.*

*Past performance evaluation is accomplished through assignment of a confidence assessment rating based on assessing performance risk. The confidence assessment ratings are defined in AFFARS 5315.305. The risk assessment is accomplished by reviewing aspects of the offeror's relevant past performance, focusing on and targeting performance which is relevant to the Mission Capability subfactors and cost or price. The confidence assessment rating is established through an integrated analysis of the risks and strengths identified at the subfactor level as determined by the offeror's recent, current and relevant contract performance.*

*If the lowest evaluated price/technically acceptable offeror received an exceptional/high confidence performance risk rating and is determined to be responsible, that offeror's proposal represents the greatest value and will be selected for award. However, the Government reserves the right to award a contract to other than the offeror with the lowest evaluated price and award to an offeror with a better performance risk rating.*

Relative to Past Performance, will DoD or USAF experience be scored as more relevant than Non-government experience?

*Response: Yes*

Would like to know past performance criteria. When will Volume III, Past Performance Section L 5.0 be available?

*Response: Relevancy criteria have been revised and are included in the revised Draft RFP. The balance of the PP language will be posted on the website when available, but it may not be available until release of the final RFP*

Reference relevancy criteria. Clarify that industrial and/or commercial experience includes US Government facilities and is not strictly related to private sector. Suggest that performing similar functions on US military installations is the most highly relevant as it is a very unique environment

*Response: The Relevancy Criteria has been revised.*

### **Government Furnished Property, Equipment and Material**

The government plans to add a provision to Section H indicating that the contractor will be required to "purchase" all equipment valued under \$xxxx. This equipment will be separately described in Attachment xx, which will include the condition of this equipment. The summary in Section B will include a debit amount to be deducted from the FY03 annual fixed price of the monthly CLINs to accommodate this transaction. The Government Furnished Property description in Section 3 of the SOW will also be changed to reflect this change in contract requirements. At the end of the contract, the contractor will NOT be required to replace any of this equipment. The amount to "purchase" this property/equipment WILL be evaluated as part of the price for competitive comparison purposes.

Government Furnished Property/Equipment will other than the above will be the contractor's responsibility during the life of the contract. This property/equipment will be maintained by the contractor in accordance with FAR Part 45 and will be returned to the government at the end of the contract. Property/equipment that requires replacement during the life of the contract (for reasons other than contractor negligence) will be reimbursed through the "Materials" CLIN.

Will the government provide the condition of all Government Furnished Equipment/Property?

*Response: Yes.*

Is the government going to provide vehicles like trucks, vans, etc.?

*Response: No.*

Ref SOW, Section 1.8.4

Is there an existing fire prevention facility the contractor would inherit? May we obtain an inventory of base fire equipment?

*Response: There is no base facility dedicated to fire protection. The fire prevention program is mainly focused on inspection and education. Fire detection and suppression capabilities will be included in Section J, Appendix C*

Can't find GFE and GFM

*Response: See section J, attachment C.*

Will the government include transportation?

*Response: No vehicles will be provided beyond those identified in the GFE listing.*

Does the government supply recycling containers as GFP?

*Response: Yes. Refuse and recycling are provided through Government Furnished Services.*

Will the successful contractor be able to procure GSA vehicles?

*Response: Yes*

Will the IT system be GFE?

*Response: Yes*

The equipment list includes a category for "Date Installed", but it is left blank. Is any list available that includes the age of the equipment?

*Response: All available information has been provided.*

Is the contractor responsible for providing consumables (e.g., paper, toner) for office equipment?

*Response: No. The contractor is reimbursed on the material CLIN.*

Reference SOW 1.3.2.2.6. The specific quantity and type of back flow prevention devices should be identified.

*Response: This information is located in the Real Property Installed Equipment (RPIE) list. Further information can be obtained through LAAFB site visits following final RFP release*

### **Materials**

How will offerors know how much to include in their offer for materials?

*Response: The government will include a "plug" number for materials.*

How will the cost for materials be evaluated?

*Response: This amount will NOT be evaluated as part of the price for competitive comparison purposes.*

Will there be a "ceiling" amount on individual materials?

*Response: Purchase of materials will be subject to government approval; subject to satisfactory performance; below a certain amount (which has not yet been finalized), the contractor will have delegated authority to purchase without government approval.*

Will the government consider using a firm-fixed price amount for materials?

*Response: It was considered and rejected.*

Will the government pay for material/equipment replacements that are being replaced because it will be cheaper in the long run to replace items than to continue to repair them, although they are capable of being repaired and will the government pay for replacement material/equipment to save maintenance labor costs?

*Response: Such determinations by the government would be made on a case-by-case basis.*

Will the government pay for "better", more reliable materials/equipment items when existing items are broken beyond repair or beyond economical repair?

*Response: Such determinations by the government would be made on a case-by-case basis.*

How often will materials be paid?

*Response: Bi-monthly*

Will the contractor be required to pay sales tax on materials purchased for contract performance?

*Response: The contract will include FAR 52.229-3 Federal, State, and Local Taxes (JAN 91).*

### **Contractual specifics**

Small Business Set-Aside?

*Response: This acquisition is a 100% Small Business Set-Aside. At least 51% of the total work must be performed by one or more Small Businesses.*

Who decides whether work is Service Contract Act or Davis-Bacon?

*Response: The contractor is responsible for determining which wage determination applies to any specific work task whether basic preventative/corrective maintenance or task order effort. Both wage clauses will be included in the basic contract for possible application.*

What is your target date for releasing the RFP?

*Response: 7 February 2003*

Will the contractor be required to post a bond?

*Response: Not for the basic contract. A bond may be required for Large Task Orders (LTOs) and will be decided on a case-by-case basis.*

Is this an 8(a) competition?

*Response: No, it is a 100% Small Business Set-Aside.*

Is the government going to include a "Partnering" provision in the contract that describes a partnering agreement between the contractor and the government?

*Response: Yes.*

If a Government/Contractor partnering arrangement will be included, will there be a requirement for a formal partnering session with an independent facilitator?

*Response: Yes.*

Will the partnering session be paid for by the government, the contractor, or will the expense be shared?

*Response: The expense will be shared 50/50.*

What is the duration of the Transition period?

*Response: Not more than 60 days.*

Will recruitment posters be permitted to be posted during Phase-In?

*Response: Yes*

Will a Quality Assurance Plan be required to be submitted with the proposal?

*Response: Yes. This will not be included within the 50 page technical proposal*

Will there be a pre-proposal conference?

*Response: No. However, site visits can be arranged through Joe Groth. Any questions after release of the RFP should be forwarded to the PCO through Mr. Groth.*

Do you intend to permit the bidders to electronically complete the Schedule B prices on line?

*Response: No. The RFP will be issued electronically on the Fed BizOps website. (<http://www.eps.gov>) The file will only accommodate data entry and will not calculate amounts in Schedule B.*

Does the incumbent have any unions?

*Response: No. There is currently an IDIQ contract for elevator maintenance that includes a collective bargaining agreement.*

Will there be a right of first refusal for the incumbent government workforce?

*Response: No. The workforce is contractor and there is no collective bargaining agreement, except for elevator maintenance. Elevator maintenance is a separate ID/IQ contract that is currently under a collective bargaining agreement.*

Will the government provide office space on site during the Transition period?

*Response: Yes*

What is the dollar size limit for Small Business Annual Sales?

*Response: \$23,000,000.00 per Year*

Will you post a list on FedBizOps of people requesting information about this acquisition?

*Response: Yes, the listing has been posted on the FedBizOps web site.*

Can we team?

*Response: Yes providing at least 51% of the work is performed by Small Business team members.*

Will the applicable Department of Labor (DOL) Wage Decisions be included in the RFP?

*Response: Yes*

Do you intend to include Liquidated Damages?

*Response: Liquidated Damages will not be applicable to the basic contract effort. However, liquidated damages may be appropriate for some of the task orders, whether large or small. If liquidated damages are used, they will be set forth in the individual task orders.*

L 7.3.5 subcontracting.

Will a subcontracting plan be applicable to small business primes? If this is a set-aside, why is a subcontracting plan required?

*Response: A subcontracting plan is not required.*

Section H 6. What types of contractors are envisioned as A S CONS?

*Response: See associate contractor agreement*

G-39 para 4.4 QC plan required 20 workdays after award. Suggest the required due date be aligned with start of performance, perhaps 30 days prior to start so contractor can benefit from phase-in

*Response: See Quality Control Plan.*

Bid Items 0002, 000202, Overtime

For overtime cost, please clarify whether you expect rates or an actual estimate.

*RESPONSE: Government will provide a plugged dollar value for these CLINs. They will not be included in the price evaluation. The plug number will not be evaluated. The contractor may choose to use overtime in general performance of the contract to accomplish the basic work. If use of overtime or work schedules other than prime shift are planned or routinely used, they are paid for under the contractor's monthly rate. "Overtime" as contemplated by the "Materials, Overtime, and Travel" CLINs is for unforeseen activity such as a broken water main, blown transformer, etc. Contract overtime must be approved in advance of performance by the Contracting Officer and will be reimbursed under the appropriate "Materials, Overtime, and Travel" CLINs.*

Bid Items 0005/0006. STO/LTO

Without a specific task order on which to bid, please clarify what is expected in the STO/LTO bid RE items.

*RESPONSE: Same above answer*

**Reference:** H-5. c. Organizational Conflict of Interest (OCI)

Is an OCI Mitigation Plan required prior to contract start? What data will we use that could cause an OCI? Will we be evaluating other contractor cost data or proprietary data, etc.?

*RESPONSE: The contract will include an OCI clause. No OCI plan is required of offerors, but a plan may be required during contract performance. An OCI mitigation plan may be needed for the CE Services Contractor to bid on some projects they design that are contracted out. The contract will include an associate contractor relationships clause. At this time the only known associate contractor is the SAMS contractor. The successful SAMS contractor has not yet been determined*

The overall scope of contract services encompasses the full range of BCE activities. It will be helpful if the RFP includes a description of the government BCE organization and key positions that this contract will compliment and support. Clarity on where contractor responsibilities stop and government start is important to know up-front.

*RESPONSE: The contractor will be responsible for all work outlined in the SOW. Government organization is in-place only to monitor contract efforts and liaison with outside organizations.*

Keep all materials, equipment, etc reimbursable. Specify the frequency and process for reimbursement.

*RESPONSE: Invoices may be submitted bi-weekly for reimbursement against items covered by the Material CLIN.*

The FFP implications of planned renovation of family housing units while somewhat linked to the number of units in service for any period of time, are more accurately reflected in the numbers of service calls and changes of occupancies realized. Recommend requiring FFP be based on a specified range of numbers of service calls and numbers of changes of occupancy, with a provision for end-of-period adjustment for quantities above or below the range. The price adjustment can be based on a pre-priced unit price for a service call and a unit price for a change of occupancy.

*RESPONSE: Historical service call data will be provided, but quoting the FFP based on a specified range of number of service calls and COM, with a provision for excess requirements, will be considered.*

Will the contractor be required to have an associate contractor relationship with the SAMS contractor?

*Response: Yes, the contractor will contain an Associate Contractor clause.*

### **Task Orders**

What happens if a Small Task Order grows over \$25,000 during performance of the work?

*Response: The issue will be dealt with on a case-by-case basis.*

Will the government consider setting the top parameter of Small Task Orders over \$25,000?

*Response: No.*

Describe the difference between corrective maintenance and task orders?

*Response: See changes to SOW.*

Will task orders be used for expensive or extensive preventive or corrective maintenance work?

*Response: They will NOT be used for preventive maintenance; they may be used for some corrective maintenance.*

Will task order prices include management and supervision expenses?

*Response: Yes, they should be priced as stand-alone projects.*

Will the government require offeror's to develop bid labor rates (including overheads and profit) for use in pricing future task orders?

*Response: Yes.*

Will the RFP include an estimated annual amount for small task orders?

*Response: Yes. The government will include an estimated annual amount.*

Will the RFP include an estimated annual amount for large task orders?

*No. The government is under no obligation to contract with the CE Services contractor for large task orders.*

Will task order prices include materials, equipment and any other necessary expenses to complete the job?

*Response: Yes.*

Please clarify the differences between small task orders and large task orders?

*Response: See new language in SOW.*

What will be the upper dollar limit for Large Task Orders (LTOs)?

*Response: \$750,000.00*

Will there be separate progress payments for Large Task Orders (LTOs)?

*Response: Government will decide on a case-by-case basis.*

### **Award Fee**

**Will award fee be used to incentivize the contractor?**

*Response: Yes. Criteria for first award fee period will be included in the final RFP and may be placed on the web in advance if time permits. The government will determine the award fee pool dollar amount. Additional dollar amounts will not be added to the award fee as task order work is authorized, but the estimated amount for STOs will be included in calculating the total award fee pools available. Award Fee criteria will cover management/execution of task order efforts. Changes caused by the deletion and addition of buildings will not be directly reflected in the amount of the award fee pool, but there will be management criteria included relating to these changes.*

Suggestion on Award Fee Plan. Suggest changing to trimester evaluations for two primary reasons. (1) Once a year is not often enough for the contractor to fully determine if he is meeting customer expectations; and (2) customer points of emphasis change more often than annually and customers normally want the award fee plan to reflect current priorities.

*Response: The award fee will be evaluated 3 times per year (every 4 months).*

Will the government consider a semi-annual evaluation vice an annual evaluation?

*Response: See above answer.*

### **--SAMS/New Construction**

1. The still evolving redevelopment program for Area B, and the related demolition in all areas, creates a common challenge for both the Air Force and contractors.
  - a. Pre-pricing deletion of specific buildings from the contract as they are demolished is relatively straightforward. Recommend a delete price line item for each building rather than by square footage. (Building types, uses, ages, etc vary.)  
RESPONSE: This will be considered as a pricing option for final RFP.
  - b. Pre-pricing new construction has more inherent risk for the contractor.  
Recommend:
    - i. Provide a RFP section/appendix document for each planned building detailing size, configuration, construction materials, planned use, systems' (fire, security, HVAC, phone, IT, etc) sizing/specifications, and everything else known/planned.
    - ii. As part of site visit, or as a separate forum, provide a detailed briefing/presentation on the redevelopment program, the phasing, the schedule, and the planned/required contractor involvement.
    - iii. A separate price line item for each planned building for commissioning that building.
    - iv. A separate price line item for each planned building for post commissioning FFP work for that building.

*RESPONSE: This information will be provided to contractors at the best ability of 61 CE. Out year projects (greater than 3 years) do not receive advance specifications.*

### **Misc.**

Does PEC mean "Program Element Code"?

*Response: Yes*

What does FAC mean?

*Response: Functional Area Chief*

Are there any known Lead Based Paint Violations at Los Angeles Air Force Base?

*Response: There have not been any violations during the past four years.*

Section F 3 (h) FY00 should read FY10.

*Response: Correction has been made*

Please list the names and type of Contractors who will require technical information? Will the Associate Contractor provision to supply technical information and/or receive same preclude the winning contractor from competition on new work/renovations/IDIQ?

*RESPONSE: The Associate Contractor Agreement is required for the SAMS contractor*

Will the government include any Collective Bargaining Agreements in the final RFP?

*Response: There is a collective bargaining agreement with the contractor performing elevator maintenance. The agreement will be included within the final RFP.*

Please clarify the UNIT listed as “Each” on the bid sheet. Is the UNIT considered to be the 658 units in San Pedro or the 108 acres in El Segundo and Lawndale?

*Response: Individual housing units (each)*

Who is the existing contractor in charge of operation of Government owned facilities? May we have their contact information?

*Response: TrendTec is the existing contractor*

*TrendTec*

*Attention: Janet Dykes*

*2810 W. Charleston Blvd., STE 45*

*Las Vegas, Nevada 89102*

Ref SOW, Section 1.3.1.2

May we obtain a master key inventory?

*Response: The master key listing will be provided to the successful offeror.*

May we view as-built records of sewers, water, electrical, and gas lines? In what format do these files exist?

*Response: Offerors will be provided existing quantities of these items with Section J. These files will be in Excel format.*

Appendices A, B, and C were called out several times in the meeting of December 10, especially Appendix C. We have found Appendices D, E, and F. Please clarify where Appendices A, B, and C may be found.

*Response: RFP Appendices have been re-designated as attachments. A revised list of attachments will be provided with the draft RFP.*

Ref Appendix D

May we review the Maintenance Master Plan and other O&M documents before bidding?

*Response: All existing relevant documents will be provided in the bidder's library.*

Will we have the opportunity to refine any of the Scope of Work to be used as contract language

*Response: Industry Days II (held on 10 Dec 02) was the last chance given to offerors to influence SOW language and content.*

Is LAAFB a subscriber to USA Dig Alert?

*Response: No*